

## Graduate Council Meeting Agenda

February 4, 2025 – 3:30 p.m.  
K-State Student Union, Room 227

### 1. Opening remarks.

### 2. Q & A with Provost Mendez.

### 3. Approval of Minutes.

December 3, 2024 meeting. [https://www.k-state.edu/grad/faculty-resources/graduate-council/agendaminutes/2024\\_agenda\\_minutes/GC2024\\_12\\_Minutes.pdf](https://www.k-state.edu/grad/faculty-resources/graduate-council/agendaminutes/2024_agenda_minutes/GC2024_12_Minutes.pdf)

Motion:

Second:

Vote (YES-NO-ABSTAIN):

### 4. Graduate School Updates.

- a. Interdisciplinary prefix INTGR for interdisciplinary courses
- b. English language requirements – benchmark study
- c. Catalog clean-up language RE: culminating experience (Summer project) to ensure consistency of terminology
- d. Graduate School Work Sessions – Monthly via Zoom
  - (1) Etrieve/SoftDocs Electronic Forms – Scott Schlender, Academic Services Coord.
  - (2) Graduate School Application Review in Slate – Joe Horan, Graduate Admissions Coord.
- e. Graduate Curriculum Change and Development Collaborative -Weekly, alternating Wednesday and Thursday via Zoom (see GS Events page for dates and links) – Dr. Payne, Associate Dean

### 5. Academic Affairs Committee – Hulya Dogan, Chair

- Report.
- Action Items.

See Chapter 5, The Graduate Faculty, of the Graduate Handbook for eligibility and nomination requirements. <https://www.k-state.edu/grad/student-success/graduate-handbook/chapter5.html>

- a. [Graduate Faculty Nominations.](#) ← [Click the link to access nominations.](#)

Name	Position	Department/Program	Type	Page
Justine Irving	Teaching Assistant Professor	Gerontology / Center on Aging	Member	9
Chandler Hansen	Clinical Assistant Professor	Anatomy and Physiology	Clinical	12

Keondria McClish*	Instructor	Educational Leadership	Associate <i>Teach</i>	15
Carrie Mershon	Instructor	Kinesiology	Associate <i>Teach &amp; Serve</i>	18
Laura Motsinger	Adjunct Faculty	Applied and Interdisciplinary Studies	Associate <i>Serve</i>	21
Martin (Marty) Spartz	Adjunct Faculty	Chemistry	Associate <i>Teach &amp; Serve</i>	25
Kelsey Bentley	Assistant Professor	Animal Sciences and Industry	Certification	29
Erin Beyer	Assistant Professor	Animal Sciences and Industry	Certification	32
Terry Felderhoff	Assistant Professor	Agronomy	Certification	35
Ahmed Hammam	Assistant Professor	Animal Sciences and Industry	Certification	38
Md. Shakil bin Kashem	Assistant Professor	Landscape Architecture and Regional & Community Planning	Certification	41
Lihua Wang	Assistant Professor	Anatomy and Physiology	Certification	45

\* Associate member renomination

Motion: The Academic Affairs Committee moves to approve Justine Irving's graduate faculty nomination for regular Membership.

Vote (YES-NO-ABSTAIN):

Motion: The Academic Affairs Committee moves to approve all graduate faculty nominations for Associate membership.

Vote (YES-NO-ABSTAIN):

Motion: The Academic Affairs Committee moves to approve Chandler Hansen's nomination for Clinical membership.



Vote (YES-NO-ABSTAIN):

Motion: The Academic Affairs Committee moves to approve all requests for Certification.

Vote (YES-NO-ABSTAIN):

#### **b. Course and Curriculum Items.**

#### **Follow these steps to view the proposals in Curriculog:**

- Login to Curriculog using your K-State eID and password: <https://kstate.curriculog.com>.
- Click the Curriculog agenda link in the table below.
- From the list of proposals, hover over the proposal and click the  *View Proposal* icon.
- In "User Tracking" (upper right corner), change "Show current" to "Show current with markup."
- View the proposal. To view attachments, click the  *Files* icon in the menu on the right side of the screen.
- Use the browser back button to return to the agenda and select the next proposal.

For more information on viewing proposals, see:

<http://www.k-state.edu/curriculog/training/view/index.html>

<b>Course Changes - <a href="https://kstate.curriculog.com/agenda:2614/form">https://kstate.curriculog.com/agenda:2614/form</a></b>		
<b>College</b>	<b>Course Number</b>	<b>Title</b>
Agriculture	ASI 600	Applied Animal Biotechnology
Agriculture	ASI 610	Processed Meat Operations
Agriculture	ASI 658	Animal Growth Development
Agriculture	ASI 675	Monogastric Nutrition
Agriculture	ASI 680	Ruminant Nutrition
Agriculture	ASI 695	Principles of Equine Exercise Physiology
Health and Human Sciences	CNRES 751	Interpersonal Conflict Skills and Strategies
Health and Human Sciences	CNRES 755	Family Mediation
Education	ECED 883	Practicum in Early Childhood Education
Education	EDCEP 775	Readings in Counseling and Educational Psychology
Education	EDCEP 786	Topics in Counseling and Educational Psychology
Education	EDCEP 795	Problems in Counseling and Educational Psychology
Education	EDCI 776	Teaching in Middle Schools
Education	EDCI 791	Teaching Science and Mathematics in the Elementary School
Education	EDCI 792	Teaching Social Studies, reading, and Literacy in the Elementary School
Education	EDCI 793	Teaching Health, Movement, and Fine Arts in Elementary Schools
Education	EDCI 795	Problems in Curriculum and Instruction
Education	EDCI 800	Teaching Practicum
Education	EDCI 801	Internship in K-12 Schools
Education	EDCI 915	Inquiry IV - Program Evaluation for Curriculum and Instruction
Education	EDCI 917	Inquiry III - Advanced Quantitative Methods in Curriculum and Instruction
Education	EDCI 918	Inquiry III - Advanced Qualitative Methods in Curriculum and Instruction
Education	EDEL 620	Foreign Language Elementary School Methods
Education	EDEL 621	Foreign Language Elementary School Practicum
Education	EDSP 743	Intensive Interventions for Students with Dyscalculia and Other Math Difficulties
Education	EDSP 745	The Consulting Process in Special Education
Education	EDSP 786	Topics in Education
Health and Human Sciences	FASH 600	Soft Goods Supply Chain Management

Course Changes - <a href="https://kstate.curriculog.com/agenda:2614/form">https://kstate.curriculog.com/agenda:2614/form</a>		
College	Course Number	Title
Health and Human Sciences	FASH 670	Pre-Production Techniques
Health and Human Sciences	FASH 680	Sustainable Fashion and Color
Agriculture	FDSCI 603	Food Science Internship
Agriculture	FDSCI 625	Food Analysis
Agriculture	FDSCI 627	Chemical Methods of Food Analysis
Agriculture	FDSCI 630	Food Science Problems
Agriculture	FDSCI 640	Research and Development of Food Products
Agriculture	FDSCI 690	Principles of HACCP and Preventive Controls for Human Food
Agriculture	FDSCI 725	Food Analysis
Agriculture	FDSCI 727	Chemical Methods of Food Analysis
Agriculture	FDSCI 728	Physical Methods of Food Analysis
Agriculture	FDSCI 740	Research and Development of Food Products
Agriculture	FDSCI 961	Graduate Problem in Food Science
Arts and Sciences	FREN 715	19 <sup>th</sup> Century French Literature
Arts and Sciences	FREN 743	French Second Language Acquisition Culture and Literature
Arts and Sciences	GEOG 680	Geography of Landscape and Place
Arts and Sciences	MUSIC 724	18 <sup>th</sup> Century Counterpoint
Arts and Sciences	MUSIC 725	Theories of Contemporary Music
Arts and Sciences	MUSIC 726	History of the Opera
Arts and Sciences	MUSIC 734	Technology of the Electronic Music Studio

Motion: The Academic Affairs Committee moves to approve all course changes as presented.  
Vote (YES-NO-ABSTAIN):

New Courses - <a href="https://kstate.curriculog.com/agenda:2615/form">https://kstate.curriculog.com/agenda:2615/form</a>		
College	Course Number	Title
Agriculture	ASI 735	Advanced Dairy Products Evaluation
Health and Human Sciences	CNRES 758	Applied Alternative Dispute Resolution
Health and Human Sciences	KIN 780	Graduate Internship in Kinesiology

Motion: The Academic Affairs Committee moves to approve all new courses as presented.  
Vote (YES-NO-ABSTAIN):

Discontinued Courses - <a href="https://kstate.curriculog.com/agenda:2616/form">https://kstate.curriculog.com/agenda:2616/form</a>		
College	Course Number	Title
Agriculture	FDSCI 753	Risk Assessment for Food, Ag, & Vet Med
Health and Human Sciences	LSHD 700	Problems in Life Span Human Development
Health and Human Sciences	LSHD 892	Practicum in Human Development Research
Health and Human Sciences	LSHD 894	Readings in Life Span Human Development
Health and Human Sciences	LSHD 899	MS Research in Life Span Human Development
Health and Human Sciences	LSHD 930	Human Development Seminar

Motion: The Academic Affairs Committee moves to approve all discontinued courses as presented.  
Vote (YES-NO-ABSTAIN):

Curricular Changes - <a href="https://kstate.curriculog.com/agenda:2617/form">https://kstate.curriculog.com/agenda:2617/form</a>	
College	Title
Technology and Aviation	Aeronautics (MS)
Agriculture	Agricultural Economics (MS)
Agriculture	Agricultural Economics (PhD)
Agriculture	Agricultural Economics - Agribusiness (MS)
Agriculture	Animal Sciences (MS)
Health and Human Sciences	Conflict Resolution Graduate Certificate
Agriculture	Food Safety and Defense Graduate Certificate (CERTGR)
Education	Special Education (EdD)

Motion: The Academic Affairs Committee moves to approve all curricular changes as presented.  
Vote (YES-NO-ABSTAIN):

#### 6. Student Affairs Committee – Bernadette Olson, Chair

- Report.
- Action Items.

#### 7. Committee on Planning – Jonathan Ulmer, Chair

- Report.
- Action Items.

a. Graduate Handbook changes.

Wording that was deleted or revised is shown as strikethrough (~~old wording~~); new language, whether through addition or revision, is shown in red text and underlined (new wording). Wording that was moved is shown with a double underline in its new location (moved to) and a double strikethrough in its previous location (~~~~moved from~~~~).

### (1) Chapter 3, Section J1. “Continuous Enrollment” - Reading Two

*Rationale: Aligning policy with current practice.*

#### 3. THE DOCTORAL DEGREE

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##### J1. Continuous Enrollment

A student working for a doctorate must be enrolled at Kansas State University during the semester in which the preliminary examination is taken and in each subsequent semester until the degree requirements are met and the Graduate School accepts the dissertation. Failure to enroll will result in loss of candidacy. To regain candidacy, the student must successfully petition the ~~Readmission Committee~~ Dean of the Graduate School. Although doctoral candidates may make arrangements to enroll by mail, they should request permission to do so by writing to the Graduate School prior to the enrollment period.

Motion:

Second:

Vote (YES-NO-ABSTAIN):

### (2) Chapter 1, Section B3. “English Proficiency Requirements” - Reading One

Teams link: [Chapter 1 Section B3 English Proficiency Requirements Working Copy.docx](#). (Student Affairs Committee “Materials” folder)

*Rationale: Remove the two-year limit on a previous degree earned*

#### 1. ADMISSIONS, ENROLLMENT, AND PROGRESS

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##### B3. English proficiency requirements

The Graduate School requires each applicant whose native language is not English to demonstrate competence in the English language by achieving a satisfactory score (defined below) on the Test of English as a Foreign Language (TOEFL), the International English Language Testing Systems (IELTS) or Pearson Test of English (PTE). The test date should be no older than eighteen months from the application deadline.

Please note that any non-native English speakers, whether a U.S. citizen, permanent resident, or international student, interested in a Graduate Teaching Assistantship must meet the speaking requirements as specified in Chapter 1, Section F.

Score Requirements:

Test	Minimum Score
iBT TOEFL (Internet based)	79
TOEFL (PBT)*	550
IELTS	6.5
Pearson Test of English (PTE)	58

\* ETS no longer offers the Paper Based Test. Current valid Paper Based Tests completed within the last two years will be accepted.

An applicant who has received a degree **in the last two years** from a United States college or university is exempt from this requirement.

Individual programs may have more stringent requirements for demonstration of English language proficiency.

Graduate Programs may use MyBest™ Score or the most recent iBT TOEFL in assessing language proficiency for admissions of international students. Programs must determine which score to use and apply it consistently for all applicants.

Motion #1:

Second:

Vote (YES-NO-ABSTAIN):

Motion #2:

Second:

Vote (YES-NO-ABSTAIN):

Motion #3:

Second:

Vote (YES-NO-ABSTAIN):

### (3) Chapter 6, Section A. "Constitution" - Reading One

Teams link: [Chapter 6 Section A Constitution Updates needed June172024.docx](#)

*Rationale: Change K-State Global Campus to K-State Office of Academic Innovation to align with current university name and specify that DVM and DVM-related programs are not subject to any Graduate Council approval process.*

## 6. GRADUATE COUNCIL CONSTITUTION, BY-LAWS, AND PROCEDURES

## A. CONSTITUTION

The Graduate Council is the chief legislative and policy- formulating body of the Graduate Faculty. Its duties are to formulate, review, and approve policies concerned with the conduct of graduate study, except for DVM and Veterinary Medicine/DVM professional certificates, at Kansas State University, providing effective leadership in advocating graduate education and scholarship of the highest caliber. Its actions are reported to the Graduate Faculty and to appropriate colleges of the University. The Graduate Council is composed of one representative from each college having a graduate program, and four representatives from each of six Academic Areas. The Dean of the Graduate School, or the Dean's designated representative, is the presiding officer of the Council, but not a voting member. One representative from the K-State ~~Global Campus~~ Office of Academic Innovation, one representative from the Libraries, and two representatives of the Graduate Student Council, one of whom is the Graduate Student Council President, are also non-voting Council members. These representatives serve at the discretion of the head of their unit.

Motion #1:

Second:

Vote (YES-NO-ABSTAIN):

Motion #2:

Second:

Vote (YES-NO-ABSTAIN):

### 8. Assessment and Review Committee – Umut Yucel, Chair

- Report. No January meeting.
- Action Items.

### 9. Graduate Student Council – Zane Whitney, President

- Report.
- Action Items.

### 10. Informational Items.

a. Graduate faculty memberships approved by the Dean.

Name	Position	Department/Program	Date
Kelsey Bentley	Assistant Professor	Animal Sciences and Industry	1/2/25
Erin Beyer	Assistant Professor	Animal Sciences and Industry	1/2/25
Terry Felderhoff	Assistant Professor	Agronomy	12/2/24
Ahmed Hammam	Assistant Professor	Animal Sciences and Industry	1/2/25

### 11. Adjournment.